

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

13

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 04/07/2017		2. CONTRACT NO. (If any) EP-C-16-006		6. SHIP TO:	
3. ORDER NO. 0004		4. REQUISITION/REFERENCE NO. PR-OW-17-00150		a. NAME OF CONSIGNEE AWPB-MB	
5. ISSUING OFFICE (Address correspondence to) CPD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268				b. STREET ADDRESS US EPA-OW-OWOW-AWPD-MB 1200 PENNSYLVANIA AVE., NW MC-4503-T	
				c. CITY WASHINGTON	e. ZIP CODE 20460
7. TO: ROBERT ERICKSON				f. SHIP VIA	
a. NAME OF CONTRACTOR ESS GROUP, INC.				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 10 HEMINGWAY DR # 2				REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY RIVERSIDE		e. STATE RI	f. ZIP CODE 02915	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE	

11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination	
<input type="checkbox"/> a. SMALL	<input type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input type="checkbox"/> d. WOMEN-OWNED	<input type="checkbox"/> e. HUBZone	
<input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED	<input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM		<input type="checkbox"/> h. EDWOSB		
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) Multiple	
a. INSPECTION Destination	b. ACCEPTANCE Destination				

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 019131986 TOCOR: bhasty Max Expire Date: 05/26/2021 Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$93,510.00
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts						(b)(4)
c. CITY Durham				d. STATE NC	e. ZIP CODE 27711		17(i) GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature) 04/07/2017

ELECTRONIC SIGNATURE

23. NAME (Typed)
Sandy Licis
TITLE: CONTRACTING/ORDERING OFFICER

ORDER FOR SUPPLIES OR SERVICES

PAGE NO

SCHEDULE - CONTINUATION

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

04/07/2017

EP-C-16-006

0004

ITEM NO.	SUPPLIES/SERVICES	QUANTITY ORDERED	UNIT	UNIT PRICE	AMOUNT	QUANTITY ACCEPTED
(a)	(b)	(c)	(d)	(e)	(f)	(g)
0001	<p>Admin Office: CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 Period of Performance: 02/01/2018 to 09/30/2020</p> <p>(b)(4)</p> <p>(b)(4) To Perform services in accordance with the attached PWS and the proposal submitted in response to RFP PR-OW-16-00683. Project Entitled: "2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens.</p> <p>Delivery: 02/01/2018 Accounting Info: 17-E1-87FM-202B06XP1-4183-1787ME7008-0 01 BFY: 17 Fund: E1 Budget Org: 87FM Program (PRC): 202B06XP1 Budget (BOC): 4183 DCN - Line ID: 1787ME7008-001 Funding Flag: Partial Funded: (b)(4) Accounting Info: 17-18-B-87FM-202BD4XPQ-2505-1787ME7008-002 BFY: 17 EFY: 18 Fund: B Budget Org: 87FM Program (PRC): 202BD4XPQ Budget (BOC): 2505 DCN - Line ID: 1787ME7008-002 Funding Flag: Partial Funded: (b)(4)</p>				(b)(4)	
0002	<p>Option 1: Performance services in accordance with the attached PWS and proposal in response to solicitation PR-OW-16-00683, Project Entitled: "2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens.</p> <p>(b)(4)</p> <p>(b)(4)</p> <p>Continued ...</p>				(b)(4)	
TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))					(b)(4)	

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO
3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER
04/07/2017

CONTRACT NO.
EP-C-16-006

ORDER NO.
0004

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0003	(b)(4) (b)(4) \$93,510 (Option Line Item) 01/31/2019 Delivery: 03/26/2017 Option 2: Performance services in accordance with the attached PWS and proposal in response to solicitation PR-OW-16-00683, Project Entitled: "2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens." (b)(4) 1 Days After Award Delivery: 03/26/2017 The total amount of award: \$93,510.00. The obligation for this award is shown in box 17(i).				(b)(4)	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

(b)(4)

**Performance Work Statement
NARS2 Contract
EP-C-16-006 Task Order #0004**

TITLE: 2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens

A. EPA PERSONNEL

Task Order Contracting Officer Representative (TOCOR):

Name: Brian Hasty
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/Assessment and Watershed Protection Division/Monitoring Branch
Address: 1200 Pennsylvania Avenue NW (4503T), Washington, DC 20460
Telephone: 202-564-2236
E-mail: hasty.brian@epa.gov

Alternate Task Order Contracting Officer Representative (ATOCOR):

Name: Richard Mitchell
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/Assessment and Watershed Protection Division/Monitoring Branch
Address: 1200 Pennsylvania Avenue NW (4503T), Washington, DC 20460
Telephone: 202-564-0644
E-mail: mitchell.richard@epa.gov

B. PERIOD OF PERFORMANCE

February 1, 2018 through September 30, 2020

C. TASK ORDER TYPE

Firm Fixed Price

I. BACKGROUND:

The U.S. EPA, states and other partners are planning the third survey of the nation's rivers and streams to provide regional and national data on their condition. The 2018-2019 National Rivers and Streams Assessment (NRSA) is designed to evaluate conditions in the nation's rivers and streams. Field crews from EPA, USGS, States, and Tribes will collect samples from sites from May 1 through September 30 in study years 2018 and 2019.

For quality control evaluations of fish identification data during field sampling activities, EPA has selected 244 "QC sites," from all EPA Regions except Region 3 which has arranged its own verification process. For each species identified at a QC site, the field crew will select enough

fish voucher specimens to allow another fish taxonomist (“laboratory fish taxonomist”) to positively identify the species. Because fish taxonomists tend to specialize in identifying fish located in particular regions, the contractor will match the appropriate expert to each sample using information about the site location. The laboratory fish taxonomists’ evaluations are used as a “gold standard” in determining the quality of the in-field data. The laboratory fish taxonomists also provide identifications of fish voucher specimens from a maximum of 50 non-QC sites if the field crew requests assistance. Identification of the vouchers will begin in 2018 and end in early fall of 2020.

EPA arranges for laboratory support for identifying fish vouchers collected at NRSA sites. States and Tribes can choose to use their own laboratories or EPA’s contract laboratory. Because of State, Tribal, and EPA choices, the actual number of samples can vary throughout the season.

Before the laboratory submits the data to EPA, the analyst who generated the data and an experienced data reviewer must independently check and review the data, as follows:

- The analyst shall review the data to ensure that:
 - Sample preparation information is correct and complete
 - Analysis information is correct and complete
 - The appropriate method and standard operating procedures were followed
 - Analytical results are correct and complete
 - Internal QC for each batch of samples were within established control limits
 - Documentation is complete
- The data reviewer shall review the data package to verify that:
 - Internal QC for each batch of samples were within established guidelines
 - Qualitative and quantitative results are correct
 - Data spreadsheet conforms to EPA data template requirements
 - Documentation is complete

Accompanying its data submission for each batch, the laboratory shall provide a short narrative that includes the following information:

- Project summary referencing the batch QC identification number, total number of samples in the batch and their sample numbers, and the analytical methodology used for analysis;
- Discussion of any protocol deviations that may have occurred during sample testing;
- Discussion of QC questions that were encountered and the corrective measures taken;
- Definitions of any laboratory QC codes used in the data;
- Internal QC exceeding established control limits or parameters required by laboratory internal analytical SOPs.

II. PURPOSE

The purpose of this task order is for laboratory fish taxonomists to identify fish voucher specimens collected in the 2018-2019 NRSA. The types of support required for this project include technical support, fish identifications, transmittal of the results in database format, and a reconciled database at the conclusion of quality control procedures.

III. GOVERNMENT FURNISHED INFORMATION

EPA will arrange for delivery of the fish voucher specimens to the laboratories.

The following documents are references for the task order. They are located at:

https://usepa.sharepoint.com/sites/OW_Community/nars/layouts/15/start.aspx#/Contracts/Forms/AllItems.aspx.

- 2018-2019 Laboratory Operations Manual (LOM) (The PWS refers to the relevant chapter as the “Method.”)
- 2018-2019 Field Operations Manual (FOM); and
- Data template (i.e., spreadsheet for reporting laboratory data).

As they become available, the EPA TOCOR will provide the contractor with revisions of relevant documents, including the 2018-2019 FOM, 2018-2019 LOM, and any other information deemed necessary for the contractor to provide the support for the Performance Work Statement (PWS).

IV. GENERAL REQUIREMENTS

In providing support under the tasks described in Section V, the contractor also shall adhere to the following general requirements:

1. Deliverables (see Contract PWS B.1)

Memoranda shall be placed on company letterhead and the subject line will include the phrase “EPA Contract #”.

The contractor shall name all electronic files using a logical abbreviation for the name of the document (e.g., TO14Data), the contractor name, and the date of edits to assist in version control (ex: TO14Data_ LABNAME_2020_12_02).

The contractor shall use EPA’s templates for reporting the results of the laboratory procedures for the NRSA samples. For any other database or spreadsheet submitted to EPA, the contractor must provide metadata that, at a minimum, identify the fields recorded for each sample, define the codes used for the field, and include the version number and date.

The contractor shall ensure that documentation is created using Agency standard software formats (e.g., Microsoft Office) to facilitate EPA use and review.

2. Identification at Meetings/Teleconferences (see Contract clause C.2)

Contractor personnel shall always identify themselves as contractor employees by name and organization. Contractor personnel are prohibited from acting as the Agency’s official representative. The contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the TOCOR.

V. SCOPE OF WORK

The contractor shall provide laboratory support for the identification of fish voucher specimens as described in the following tasks.

Task 1. Task Order Management and Monthly progress reports (See Contract Attachment 3; PWS B.2 and C.4)

The contractor shall manage the Task Order (TO) and submit monthly progress and financial reports prepared and submitted in accordance with the contract clause, Contract Attachment 3, Reports of Work.

- a. Teleconferences: The contractor, and its laboratories, shall participate in EPA's teleconferences about laboratory procedures and identification of fish voucher specimens. Prior to the shipping of the first specimens in each sampling year (2018, 2019), EPA will coordinate and facilitate 1-3 teleconference calls, each to last approximately 1 hour, to review the Method, required reporting elements, data templates, and the relevant requirements in the QAPP. The participants will include EPA, the contractor's laboratories, subcontract laboratories, and State laboratories. If EPA conducts multiple teleconferences (e.g., due to State laboratory personnel availability), the contractor shall participate in all calls because different issues may arise that would require feedback from the contractor.
- b. Status Summaries: Prior to delivering the progress report, the contractor shall provide monthly status summaries. The monthly status summary shall match the time period covered by the progress report. The contractor shall provide Excel spreadsheets with the monthly status summaries that include:
 - i. The number of samples for which specimens were delivered.
 - ii. The number of samples for which the laboratory has finished data entry.
 - iii. The taxonomists that performed the identifications. Separately, provide the resume (or cv) for each taxonomist. The contractor only needs to provide the resume once for each taxonomist.
 - iv. Percent capacity reached in the contract (i.e., number of samples in 1.c.ii compared to the maximum number specified in task order when all quantities are exercised).
 - v. Data for the samples processed since the previous summary. The contractor shall report the data using EPA's data template, but updated with the new, revised data. In addition, the contractor shall provide a separate case narrative (e.g., emailed Word or pdf file) for the EPA TOCOR to review with the data.
 - vi. Provide a simple list of the invoiced samples with sample #, site ID, and visit #. The TOCOR will compare the list with the NRSA master list of samples to verify that every sample has been invoiced one time.
- c. Monthly Progress and Financial Reports: The contractor shall provide a progress and financial report each month that matches the costs in the corresponding invoice.
 - i. The contractor shall provide a progress report each month that includes project status; expenditures to date; number of samples in each processing stage

- compared to the plan; unexpected problems or concerns, including with quality assurance; lessons learned; QA/QC activities; and next steps. The contractor shall prepare and submit the monthly progress reports in accordance with the contract clause, Contract Attachment 3, Reports of Work.
- ii. The contractor shall prepare and submit the financial reports in accordance with the contract clause, Contract Attachment 3, Reports of Work.
 - iii. For the sample analyses completed during the month and billed in the invoice, the financial report shall identify the sample using its site identification code and sample number.
 - iv. For the month in which the contractor delivers the final database for Task 4, the contractor shall include the costs for Task 4.
- d. **Issues Requiring EPA Resolution:** The contractor shall immediately notify the EPA TOCOR of any unexpected problems or concerns, including issues with QA/QC, and recommend remedies or corrective actions. Upon receiving written technical direction from the EPA TOCOR, the contractor shall revise its schedule in the technical proposal. The contractor also shall include problems and concerns in the monthly progress report.

Deliverables and Schedule under Task 1:

Subtask	Deliverable	Due
a.	Participation in teleconferences	Date/time per written technical direction from EPA TOCOR based upon contractor's recommended dates/times
b.	Status updates with data in spreadsheet, sample list, and separate case narrative.	Monthly
b.	Resumes for taxonomists attached to an email	Upon the taxonomist's assignment to task order
c.	Progress and financial reports in electronic format	Monthly
d.	Email	Immediately when issue identified.
d.	Revised technical plan and schedule	Revisions within 5 working days per written technical direction.

Task 2. Quality Assurance (Contract PWS B.3)

Quality Assurance (QA) is an important component of EPA's work to assure that minimum quality standards are attained. The contractor shall address the QA requirements of this task order by adhering to the requirements and procedures identified in:

- The contractor's customized Quality Management Plan incorporated into this NARS contract;

- NRSA Survey QA documents which document how quality assurance and quality control will be applied to the collection of environmental data for the survey. The documents relevant to support in this task order are:
 - Quality Assurance Project Plan (QAPP)
 - Laboratory Operations Manual (LOM)

The 2018-2019 NRSA quality documents will evolve throughout the task order. The contractor shall notify the EPA TOCOR immediately if it identifies areas where its previous activities are not consistent with the revisions made to the 2018-2019 QAPP and LOM. The EPA TOCOR will determine whether any modifications to the contractor's previous activities will be necessary, which may require a modification to the task order by the EPA Contracting Officer (CO).

As demonstration of the contractor's:

- a. Commitment to adhere to the QAPP, the contractor's Quality Assurance Official (QAO) and each laboratory's QAO shall sign the page "Review & Distribution Acknowledgment and Commitment to Implement" in the introductory section of the QAPP. The contractor shall distribute the version of the QAPP and LOM available at award of the task order, and any additional revisions approved by the EPA QAO, throughout the contractor's organization, including subcontractors and consultants. If EPA distributes an updated version of the LOM and states that it contains a "significant change" relevant to fish voucher specimen identification, the contractor shall acknowledge, in writing (e.g., Email), that it has received and distributed the revised LOM to the appropriate personnel.
- b. Implementation of QA in performing the other tasks in this Performance Work Statement, the contractor shall document its QA activities as follows:
 - i. Standard Operating Procedures (SOPs) used by the laboratory in the performance of the task order. If the contractor does not develop or modify them as part of the costs incurred by the task order, the contractor may claim the SOPs to be proprietary.
 - ii. Reports of relevant QA activities in any deliverable. All QA documentation prepared under the task order shall be considered non-proprietary.
 - iii. Monthly reports of QA activities performed during implementation of this task order. These monthly QA reports shall identify QA activities performed to support implementation of this task order, problems encountered, deviations from the QAPP, and corrective actions taken. The contractor shall include the QA report with the monthly progress report.
- c. Ability to conform to NRSA measurement quality objectives, the contractor must, at a minimum, ensure that the data meet the measurement quality objectives in the QAPP.

Deliverables and Schedule under Task 2:

Subtask	Deliverable	Due
a.	Original QAPP signature page	No later than 5 working days after effective date of task order
	Email acknowledgement of LOM with “significant change”	No later than 10 working days after receiving revised LOM
	Laboratory SOPs	No later than 5 working days after effective date of task order. If the laboratory modified the SOPs during the performance period, provide the final versions 5 working days before the end of the performance period. Otherwise, provide an email stating that the SOPs have remained unchanged throughout the task order.
	Documentation of QA activities	With deliverables
b.	Monthly reports of QA activities	With monthly progress report
c.	Data and QC elements identified in procedure	With database

Task 3. Fish Voucher Specimen Identification (Contract PWS B.3.e, C.4)

The contractor shall strictly follow ALL procedures in the LOM in providing expert identifications of fish voucher specimens collected by the NRSA field crews.

If the contractor identifies a situation requiring a minor change in either Method, the EPA TOCOR must approve the deviation before the contractor can implement the change.

In addition to the delivery of data addressed in Task 1, the contractor shall provide the deliverables resulting from the following activities in the procedure:

- a. Log each sample and record the condition of the sample container into the NARS Information Management (IM) system within 24 (clock) hours of the sample arriving at the laboratory. If the sample does not arrive when expected, the contractor shall immediately notify the EPA TOCOR or her designee. Alternatively, for shipments with a large number of samples, the contractor shall email a spreadsheet with the sample login information to the EPA TOCOR with a copy to the person assigned to track the samples for the survey.
- b. Provide an email to the EPA TOCOR with any recommended changes to the LOM’s list of common names for fish.
- c. Develop a reference library for the specimens and digital photo imagery, as described in the LOM. The contractor shall provide access to the specimens and a copy of the digital library to EPA.

- d. Retain the samples for the period specified in the LOM. If EPA determines that transfer to another location is necessary, EPA will make separate arrangements (e.g., task order modification, purchase order) with the contractor for any necessary packaging and shipping expenses. Otherwise, at the end of the retention period, the contractor shall follow its internal protocols for disposal.
- e. Retain original records, including laboratory notebooks and the reference library, for a minimum of 10 years from the date that EPA publishes the final report. If EPA determines that copies or physical transfer to another location is necessary, EPA will make separate arrangements (e.g., task order modification, purchase order) for any necessary photocopying, packaging and shipping expenses. Otherwise, at the end of the retention period, the contractor shall follow its internal protocols for disposal.

Unless the TOCOR grants an exception, the contractor shall refrain from publishing findings based upon work conducted under this task order. This restriction shall remain in effect until EPA provides public access to the data.

Deliverables and Schedule under Task 3:

Subtask	Deliverable	Due
a.	Sample logged into NARS IM system or transmittal of spreadsheet	Within 24 (clock) hours of sample receipt
a.	Email identifying missing sample	Immediately if sample does not arrive when expected
b.	Email with recommended changes to keys and references	Within 5 working days of identified need for change.
c.	Access to specimens in reference library	Upon EPA TOCOR's written request via technical direction.
c.	Copy of digital library by email, FTP transfer, or SharePoint upload	With final database. Interim copies within 10-15 days per written technical direction from the EPA TOCOR.
e.	Access to laboratory notebooks	Upon EPA TOCOR's written request via technical direction.

Task 4. Final Database (Contract PWS B.1, B.3, C.4)

The contractor shall provide revised and final databases for the results of the fish vouchering analyses reported in Task 1. The contractor shall provide:

- a. Responses to EPA's questions about the data, as conveyed by the EPA TOCOR's technical direction.
- b. Revised databases per written technical direction describing required changes based upon EPA's review of the data.
- c. Final database that incorporates revisions identified by the EPA TOCOR's technical direction.

Deliverables and Schedule under Task 4:

Subtask	Deliverable	Due
a.	Email with responses to data questions	1-5 working days per technical direction
b.	Revised databases and emails that summarize the changes	10 working days after receiving the EPA TOCOR's written technical direction. The contractor shall assume five revisions and associated summaries will be required as a result of EPA's review of the data.
c.	Final database	10 working days after receiving written technical direction; but no later than 5 working days prior to the end of the period of performance.

VI. TRAVEL

EPA does not anticipate that any travel will be necessary to perform the tasks in the Performance Work Statement.

VII. QUALITY ASSURANCE SURVEILLANCE PLAN

EPA will judge performance using the following Quality Assurance Surveillance Plan (QASP).

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
Management and Communications: The Contractor shall maintain contact with the EPA TOCOR throughout the performance of the task order and shall immediately bring potential problems to the attention of the EPA TOCOR. In cases where issues have a direct impact on project schedules, cost, time, or quality, the contractor shall provide options for EPA's consideration on resolving the issues or mitigating their impacts.	Any issue adversely impacting project schedules, cost, time or quality shall be brought to the attention of the EPA TOCOR within 3-working days of occurrence.	EPA TOCOR will identify unreported issues.	Two or more incidents where the contractor: <ul style="list-style-type: none"> Does not provide timely notification; or Created a severe adverse situation will be considered unsatisfactory performance and will be reported as such in the CPARS Performance Evaluation System under the category of Management . Fewer than two incidents where the contractor does not meet the measureable performance standard will be considered acceptable performance and will be reported as such in the CPARS Performance Evaluation System under the category of Business

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
			Relations
<p>Timeliness: Data (Task 1) and databases (Task 4) shall be delivered in accordance with the schedule developed in PWS Task 1. After EPA accepts the final schedule in Task 1, it is unlikely that EPA will be willing to extend the schedule due to any factors under the contractor's control (e.g., to complete work under another contract).</p>	<ul style="list-style-type: none"> • No more than 25% of the data for Task 1 shall be submitted more than 3 working days past the date in the accepted schedule. • None of the data for Task 1 shall be submitted more than 40 working days past the date in the accepted schedule. • No more than 10% of the revised databases (Task 4) shall be submitted more than 3 working days past the date in the accepted schedule. • No delays in submitting the final database (Task 4) by the "no later than" date in the PWS. 	<p>100% of the progress reports, data submissions, and databases will be reviewed by the EPA TOCOR monthly to compare actual delivery dates against those in the approved schedule from Task 1.</p>	<p>Unsatisfactory rating under the category of Schedule in CPARS when the contractor does not meet the measurable performance standards during the applicable period of performance.</p>
<p>Technical Effort: The Contractor shall assign appropriately leveled and skilled personnel to all tasks; and abide by the contractor's QMP, the NRSA QAPP, and the fish voucher specimen method.</p>	<p>No more than 25% of reviewed deliverables and data shall require revisions to meet the requirements of the QMP, NRSA QAPP, data templates, and fish voucher specimen method.</p> <p>All of the assigned staff must meet the LOM requirements for their assigned duties.</p>	<p>100% of the data, taxonomists' resumes, and training certifications (per Task 1) will be reviewed by the EPA TOCOR to identify noncompliance issues with the QMP, NRSA QAPP, and fish voucher specimen method.</p>	<p>Unsatisfactory rating under the category of Quality in CPARS when the contractor does not meet the measurable performance standards during an applicable period of performance.</p>

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 3	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. PR-OW-17-00496	
5. PROJECT NO. (If applicable)					
6. ISSUED BY CODE CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268		7. ADMINISTERED BY (If other than Item 6) CODE			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ESS GROUP, INC. Attn: ROBERT ERICKSON 10 HEMINGWAY DR # 2 RIVERSIDE RI 02915		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
CODE 019131986 FACILITY CODE		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-006 0004	
				10B. DATED (SEE ITEM 13) 04/07/2017	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule		(b)(4)			
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).				
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
	D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not. <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)					
DUNS Number: 019131986		(b)(4)			
The purpose of modification 1 is to purchase		(b)(4)			
(b)(4)					
(b)(4)					
TOCOR: bhasty Max Expire Date: 05/26/2021					
Reason for Modification : Exercise an Option,		(b)(4)			
(b)(4)					
Obligated Amount for this Modification:		(b)(4)			
New Total Obligated Amount for this Award:		(b)(4)			
Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
		Sandra Stargardt-Licis			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)		(Signature of Contracting Officer)			

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-C-16-006/0004/001	PAGE	OF
		2	3

NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>LINE ITEM NUMBER: 1 Modification 1 purchases 2 "Unknown Options" 10 samples per option for a total of 20 samples. (b)(4)</p> <p>LINE ITEM NUMBER: 3 Performance services in accordance with the attached PWS and proposal in response to solicitation PR-OW-16-00683, Project Entitled: "2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens. Unknown Options(4 Options available total) 10 samples per option, PR-OW-16-00683. Project Entitled: "2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens. (b)(4) (b)(4) (b)(4) (b)(4)</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 17-E1-87FM-202B06XP1-2505-1787ME7029-001 Beginning FiscalYear 17 Ending Fiscal Year Fund (Appropriation) E1 Budget Organization 87FM Program (PRC) 202B06XP1 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1787ME7029-001 Amount: (b)(4)</p> <p>Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Durham NC 27711 Delivery Location Code: OW-OWOW-AWPD-MB AWPB-MB US EPA-OW-OWOW-AWPD-MB 1200 PENNSYLVANIA AVE., NW MC-4503-T WASHINGTON DC 20460 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 02/01/2018 to 09/30/2020				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY CODE CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268		7. ADMINISTERED BY (If other than Item 6) CODE					
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ESS GROUP, INC. Attn: ROBERT ERICKSON 10 HEMINGWAY DR # 2 RIVERSIDE RI 02915				(X)			
				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-006 0004			
CODE 019131986		FACILITY CODE		10B. DATED (SEE ITEM 13) 04/07/2017			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
	D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not. <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 019131986 TOCOR: Danielle Grunzke Max Expire Date: 05/26/2021 The purpose of Modification 2 is to update the TOCOR. LIST OF CHANGES: Reason for Modification : Other Administrative Action Total Amount for this Modification: \$0.00 Contracting Officer Representative changed from Brian Hasty to Danielle Grunzke TOCOR (Task Order Contracting Officer's Representative) changed to : Danielle Grunzke Continued ... Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Sandra Stargardt-Licis			
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)		16C. DATE SIGNED 03/27/2018	

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-C-16-006/0004/002	2	2

NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Type of Bridge Vehicle* (See Help Text for more info) changed to : n</p> <p>Section G: Clause, EPA-G-42-101, is incorporated as follows: EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES</p> <p>EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:</p> <p>Danielle Grunzke, phone 202-566-2876, E-mail Grunzke.danielle@epa.gov</p> <p>Richard Mitchell, phone 202-566-0644, E-mail Mitchell.Richard@epa.gov</p> <p>Contracting Officials responsible for administering this contract are as follows:</p> <p>Sandy Licis, phone 513-487-2006, E-mail Licis.sandy@epa.gov</p> <p>D'Andre Boulden, phone 513-487-2079, E-mail boulden.dandre@epa.gov</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Period of Performance: 02/01/2018 to 09/30/2020 All other terms remain unchanged.</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
						1 4	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
P00003		See Block 16C		PR-OW-18-00334			
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
CPOD							
US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				(x) 9A. AMENDMENT OF SOLICITATION NO.			
ESS GROUP, INC. Attn: ROBERT ERICKSON 10 HEMINGWAY DR # 2 RIVERSIDE RI 02915							
				9B. DATED (SEE ITEM 11)			
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-006			
				0004			
				10B. DATED (SEE ITEM 13)			
CODE 019131986 FACILITY CODE				04/07/2017			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)				(b)(4)			
See Schedule							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
X	D. OTHER (Specify type of modification and authority) FAR 52.216-22						
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not. <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 019131986							
The Purpose of this Modification is to:							
1. (b)(4) in funding on line item 0001 and re-obligate (b)(4) funding on line item 0001;							
2. Exercise 5 QC Options, in the amount of (b)(4)							
3. Exercise 2 Unknown Options in the amount of (b)(4)							
4. Obligate funding on line item 1 in the amount of (b)(4) to fully fund the options exercised on this Modification.							
TOCOR: Danielle Grunzke Max Expire Date: 05/26/2021							
LIST OF CHANGES:							
Reason for Modification: Exercise an Option							
Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Sandra Stargardt-Licis			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				ELECTRONIC SIGNATURE		06/26/2018	
				(Signature of Contracting Officer)			

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-C-16-006/0004/P00003	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Award: \$93,510.00 Obligated Amount for this Modification: (b)(4) New Total Obligated Amount for this Award: \$93,510.00</p> <p>Buyer changed from D'Andre Boulden to Nicholas Bisher</p> <p>CHANGES FOR LINE ITEM NUMBER: 3 Total Amount changed from (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Description changed (b)(4)</p> <p>(b)(4)</p> <p>Item 2 - 5 QC Options exercised on P00003. Item 3 - 2 Unknown Options exercised on P00003</p> <p>Total Amount changed (b)(4) \$93,510.00 Obligated Amount for this Modification: (b)(4)</p> <p>CHANGES FOR DELIVERY LOCATION: OW-OWOW-AWPD-MB Amount changed from (b)(4) \$93,510.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 17-E1-87FM-202B06XP1-2505-1887ME8008-001 Beginning Fiscal Year 17 Ending Fiscal Year Fund (Appropriation) E1 Budget Organization 87FM Program (PRC) 202B06XP1 Budget (BOC) 2505 Job # (Site/Project) Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-C-16-006/0004/P00003	3	4

NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Cost Organization</p> <p>DCN-LineID 1887ME8008-001</p> <p>Quantity: 0</p> <p>Amount: (b)(4)</p> <p>Percent (b)(4)</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>17-E1D-87FM-202B06XP1-4183-1887ME8008-002</p> <p>Beginning FiscalYear 17</p> <p>Ending Fiscal Year</p> <p>Fund (Appropriation) E1D</p> <p>Budget Organization 87FM</p> <p>Program (PRC) 202B06XP1</p> <p>Budget (BOC) 4183</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1887ME8008-002</p> <p>Quantity: 0</p> <p>Amount: (b)(4)</p> <p>Percent: 0</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>CHANGES FOR ACCOUNTING CODE:</p> <p>17-18-B-87FM-202BD4XPQ-2505-1787ME7008-002</p> <p>(b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 2</p> <p>Description changed</p> <p>from</p> <p>Option 1: Performance services in accordance with</p> <p>Continued ...</p>				

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
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4 4NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>the attached PWS and proposal in response to solicitation PR-OW-16-00683, Project Entitled: "2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens.</p> <p>(b)(4)</p> <p>(b)(4) \$93,510</p> <p>to Option 1: Performance services in accordance with the attached PWS and proposal in response to solicitation PR-OW-16-00683, Project Entitled: "2018-2019 National Rivers and Streams Assessment: Identification of Fish Voucher Specimens.</p> <p>(b)(4)</p> <p>(b)(4) \$93,510</p> <p>Item 2 - 5 QC Options exercised on P00003. Item 3 - 2 Unknown Options exercised on P00003</p> <p>Total Amount changed from (b)(4)</p> <p>Delivery Location Code: OW-OWOW-AWPD-MB AWPB-MB US EPA-OW-OWOW-AWPD-MB 1200 PENNSYLVANIA AVE., NW MC-4503-T WASHINGTON DC 20460</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Period of Performance: 02/01/2018 to 09/30/2020 All other terms remain unchanged.</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
						1 2	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
P000004		See Block 16C		PR-OW-20-00090			
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
CAD							
CAD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: W136 Cincinnati OH 45268-0001							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				(x)			
ESS GROUP, INC. Attn: ROBERT ERICKSON 10 HEMINGWAY DR # 2 RIVERSIDE RI 02915				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				x 10A. MODIFICATION OF CONTRACT/ORDER NO.			
				EP-C-16-006			
				0004			
				10B. DATED (SEE ITEM 13)			
				04/07/2017			
CODE 019131986		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
See Schedule							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
	D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 019131986							
The Purpose of this Modification is to:							
1. Update the Alternate Task Order Contracting Officer's Representative (ALT-TOCOR) to Kendra Forde, 202-566-0417, Forde.Kendra@epa.gov							
2. Update the Contracting Officer to Nicholas Bisher, 513-487-2652, Bisher.Nicholas@epa.gov							
TOCOR: Danielle Grunzke Max Expire Date: 05/26/2021 Invoice Approver: Danielle Grunzke Alt Invoice App: Kendra Forde							
LIST OF CHANGES:							
Reason for Modification: Other Administrative Action							
Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Nicholas Bisher			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				 (Signature of Contracting Officer)		ELECTRONIC SIGNATURE 12/12/2019	

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Total Amount for this Modification: \$0.00 New Total Amount for this Version: \$0.00 New Total Amount for this Award: \$93,510.00</p> <p>Contracting Officer changed from Sandra Stargardt-Licis to Nicholas Bisher</p> <p>Alternate COR/Project Officer changed to : Kendra Forde Invoice Approving Official changed to : Danielle Grunzke Alternate Invoice Approving Official changed to : Kendra Ford Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Unknown Period of Performance: 02/01/2018 to 09/30/2020</p>				
9999	<p>***ADMINISTRATIVE TRACKING PURPOSES ONLY***</p> <p>Accounting Info: BFY: 00 Fund: ZERO Budget Org: DOLLAR Program (PRC): ADMIN Budget (BOC): REQ Funding Flag: Complete Funded: \$0.00</p> <p>All other terms and conditions remain unchanged.</p>				0.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1	2
2. AMENDMENT/MODIFICATION NO. P00005		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY CODE CAD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: W136 Cincinnati OH 45268-0001		7. ADMINISTERED BY (If other than Item 6) CODE		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ESS GROUP, INC. Attn: ROBERT ERICKSON 10 HEMINGWAY DR # 2 RIVERSIDE RI 02915		(X)		9A. AMENDMENT OF SOLICITATION NO.	
CODE 019131986 FACILITY CODE				9B. DATED (SEE ITEM 11)	
		X		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-006 0004	
				10B. DATED (SEE ITEM 13) 04/07/2017	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule					
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).				
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
	D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)					
DUNS Number: 019131986					
TOCOR: Danielle Grunzke Max Expire Date: 05/26/2021 Invoice Approver: Danielle Grunzke Alt					
Invoice App: Kendra Forde					
LIST OF CHANGES:					
Reason for Modification: Other Administrative Action					
Buyer changed from Nicholas Bisher to Amanda Toole					
Contracting Officer changed from Nicholas Bisher to Sandra Stargardt-Licis					
Section I: Clause titled "Prohibition on Contracting for Certain Telecommunications and Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			Sandra Stargardt-Licis		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)				ELECTRONIC SIGNATURE	
				09/08/2020	
				(Signature of Contracting Officer)	

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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PAGE

OF

2

2

NAME OF OFFEROR OR CONTRACTOR

ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Video Surveillance Services or Equipment. (AUG 2020)" is incorporated by reference. Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (AUG 2020)</p> <p>The purpose of this modification is to 1) incorporate the attached EPA blanket administrative modification signed by Raoul Scott on July 30, 2020, 2) update the Contract Specialist to Amanda Toole, and 3) update the Contracting Officer to Sandra Stargardt-Licis. All other terms and conditions remain unchanged. Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 02/01/2018 to 09/30/2020</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
						1 2	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
P00006		See Block 16C		PR-OW-21-00108			
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
CAD							
CAD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: W136 Cincinnati OH 45268-0001							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				(x)			
ESS GROUP, INC. Attn: ROBERT ERICKSON 10 HEMINGWAY DR # 2 RIVERSIDE RI 02915							
				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				x			
				10A. MODIFICATION OF CONTRACT/ORDER NO.			
				EP-C-16-006			
				0004			
				10B. DATED (SEE ITEM 13)			
				04/07/2017			
CODE 019131986		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)				(b)(4)			
See Schedule							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
X	D. OTHER (Specify type of modification and authority) Bilateral - B-5 Local Clauses EPA-B-32-101 Limitation of Funds Notice						
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 019131986							
The purpose of this modification is to deobligate \$34,650.00 from this task order. All other terms and conditions remain unchanged.							
TOCOR: Danielle Grunzke Max Expire Date: 05/26/2021 Invoice Approver: Danielle Grunzke Alt							
Invoice App: Kendra Forde							
LIST OF CHANGES:							
Reason for Modification: Funding Only Action							
Total Amount for this Modification: (b)(4)							
New Total Amount for this Version: (b)(4)							
New Total Amount for this Award: (b)(4)							
Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Harold D. Hincks			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-C-16-006/0004/P00006PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
ESS GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Obligated Amount for this Modification: (b)(4)</p> <p>New Total Obligated Amount for this Award: (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from (b)(4)</p> <p>Obligated Amount for this Modification: (b)(4)</p> <p>CHANGES FOR DELIVERY LOCATION: OW-OWOW-AWPD-MB Amount changed from \$93,510.00 to \$58,860.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-E1-87FM-202B06XP1-4183-1787ME7008-001 (b)(4)</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 02/01/2018 to 09/30/2020</p>				